**COMPONENT UNIT** 

FINANCIAL STATEMENTS

WITH

INDEPENDENT AUDITOR'S REPORT

YEAR ENDED JUNE 30, 2016

George, Bowerman & Noel, P.A. Certified Public Accountants

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### **INDEPENDENT AUDITOR'S REPORT**

Board of Directors Valley Center Recreation Commission Valley Center, Kansas

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Valley Center Recreation Commission (Commission), Valley Center, Kansas, a component unit of Unified School District No. 262, Valley Center, Kansas, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the Kansas Municipal Audit and Accounting Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not

for the purpose of expressing an opinion on the effectiveness of internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Valley Center Recreation Commission, Valley Center, Kansas, as of June 30, 2016, and the respective changes in financial position and the respective budgetary comparison for the General Fund and Liability Insurance/Employee Benefits Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### **Other Matters**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Heorge, Bowerman & Noel, P.A.

Wichita, Kansas

November 28, 2016

### MANAGEMENT'S DISCUSSION AND ANALYSIS

### For the Year Ended June 30, 2016

As management of the Valley Center Recreation Commission, we offer readers of the Commission's financial statements this narrative overview and analysis of the financial activities of the Commission for the fiscal year ended June 30, 2016.

### FINANCIAL HIGHLIGHTS

- The assets of the Valley Center Recreation Commission exceeded its liabilities at the close of the most recent fiscal year by \$2,941,413 (net position). Of this amount, \$356,437 (unrestricted net position) may be used to meet the Commission's ongoing obligations to citizens and creditors in accordance with the Commission's fiscal policies.
- The Commission's total net position increased by \$139,754, which is \$64,321 less than the prior year increase.
- As of the close of the current fiscal year, the Commission's governmental funds reported combined ending fund balances of \$369,226. \$11,104 of this amount is restricted for future liability insurance/employee benefits and \$358,122 is assigned to fund the General Fund deficit anticipated in the Commission's 2017 budget.
- At the end of the current fiscal year, assigned fund balance for the General Fund was \$358,122, or 31% of the total General Fund expenditures for the current fiscal year.

### OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. The Commission's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements and (3) notes to the financial statements.

Government-wide financial statements – The government-wide financial statements are designed to provide readers with a broad overview of the Commission's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the Commission's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The Statement of Activities presents information showing how the Commission's net position changed during the fiscal year. All changes in net position are reported when the underlying

event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for certain items that will only result in cash flows in the future fiscal periods (e.g., earned but not used compensated absences).

Both of the government-wide financial statements present the functions of the Commission that are principally supported by taxes and user fee revenues (governmental activities). The governmental activities of the Commission include general operations, maintenance, recreation programs, operations of the municipal swimming pool and project facility improvements.

The government-wide financial statements can be found on pages 10 - 11 of this report.

Fund financial statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Commission, like other state and local governments, utilizes fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Commission are governmental funds.

Governmental Funds — Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating an entity's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term effect of the Commission's near-term financing decisions. Both the governmental funds balance sheet and the governmental fund statements of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Commission maintains two governmental funds. Information is presented separately in the Governmental Fund Balance Sheet and in the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General and Insurance Liability/Employee Benefits funds, both of which are considered major funds.

The basic governmental fund financial statements can be found on pages 12 - 17 of this report.

Notes to the Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 18-29 of this report.

### GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the Commission, assets exceeded liabilities by \$2,941,413 as of June 30, 2016.

The assets of the Commission are classified as current assets and capital assets. Cash and investments are current assets. These assets are available to provide resources for the near-term operations of the Commission. The majority of the current assets are the result of the property tax collection process of which the Commission received approximately 100% of its anticipated tax distributions before June 30, 2016 and the accumulation of resources is necessary due to the first tax distribution for the Commission's fiscal year 2017 will not be received until January 20, 2017.

A significant portion of the Commission's net position (88%) reflects its investment in capital assets (e.g., buildings and improvements, machinery and equipment and construction work in process), less any debt used to acquire those assets that is still outstanding. The Commission uses these capital assets to provide service to citizens; consequently these assets are not available for future spending. Although the Commission's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the assets themselves cannot be used to liquidate these liabilities, if any.

### VALLEY CENTER RECREATION COMMISSION'S NET POSITION

	Governmental Activities at June 30, 2016	Governmental Activities at June 30, 2015	Change Increase/ (Decrease)
Current and other assets Capital assets	\$ 376,205 2,573,872	\$ 1,079,302 1,954,354	\$ (706,097) 619,518
Total assets	2,950,077	3,033,656	(83,579)
Long-term liabilities Other liabilities	1,685 6,979	231,997	1,685 (225,018)
Total liabilities	8,664	231,997	(223,333)
Net position: Investment in capital assets, net Restricted for liability insurance/	2,573,872	1,954,354	619,518
employee benefits Unrestricted	11,104 356,437	20,865 826,440	(9,761) (470,003)
Total net position	\$ 2,941,413	\$ 2,801,659	\$ 139,754

The balance of unrestricted net position in the amount of \$356,437 may be used to meet the Commission's ongoing obligations to citizens and creditors.

Analysis of the Commission's operations – The following table provides a summary of the Commission's operations for the year ended June 30, 2016, with comparative amounts for the year ended June 30, 2015. The Commission's net position increased by \$139,754, for a 5% growth in net position.

### VALLEY CENTER RECREATION COMMISSION'S CHANGES IN NET POSITION

		rernmental ctivities 2016	100000000000000000000000000000000000000	vernmental ctivities 2015	Change Increase/ (Decrease)	
Revenues:						
Program revenues:					_	// O #00\
Charges for services	\$	131,780	\$	142,310	\$	(10,530)
Operating grants and contributions		_		860		(860)
Capital grants and contributions		18,800		3,725		15,075
General revenues:						
Payments from Unified School		COO 451		(07.154		(02 (02)
District No. 262 for property taxes		603,471		627,154		(23,683)
Investment earnings	-	202		737		(535)
Total revenues		754,253	774,786			(20,533)
Expenses:						
General operating		216,883		214,251		2,632
Maintenance		126,783		180,606		(53,823)
Swimming Pool		62,056		60,610		1,446
Golf course		102,335				102,335
Programs		106,442		115,244		(8,802)
Total expenses		614,499		570,711		43,788
Increase in net position		139,754		204,075		(64,321)
Net position, beginning of year		2,801,659		2,597,584		204,075
Net position, end of year	\$	2,941,413	\$	2,801,659	\$	139,754

Governmental Activities – Governmental activities increased the Commission's net position by \$139,754 for the current fiscal year, accounting for a 5% growth in the net position of the Commission. Total revenues decreased by \$20,533 with a decrease in charges for services of \$10,530 with swimming pool charges comprising \$2,144 of that decrease and program charges decreasing by \$13,353. Pre-opening Valley Point Golf Course charges increased by \$7,047 and general operating charges for service decreased by \$2,080. Operating grants and contributions decreased by \$860. Capital grants and contributions increased by \$15,075, which were primarily related to the sale of a used mower for \$18,000 while other capital grants and contributions decreased by \$2,925. In addition, tax payments from USD No. 262 decreased by \$23,683, which was anticipated in the 2016 budget process. Investment earnings decreased by \$535 due to smaller cash balances for investment coupled with continued low interest rates.

Total expenses increased for the current fiscal year by \$43,788, or approximately 8%. Golf course operating expenses increased by \$102,335 as preparations were being made for the opening of the Valley Point Golf Course in July 2016. Maintenance expenses decreased by

\$53,823 due to reduced costs for grass seed, fertilizers and herbicides of \$13,244, a reduction in general maintenance supplies and irrigation repairs totaling \$13,440 and a decrease in equipment repairs and maintenance expenses of \$8,301. Program expenses decreased by \$8,802 for 2016 and can be primarily attributed to the elimination of \$4,968 of expenses related to the Fall Festival Golf Tournament for 2016 and baseball/softball concession expenses decreasing by \$1,371. Swimming pool operating expenses remained consistent increasing by only \$1,446 and general operating expenses increased by only \$2,632. Depreciation expense included in the functional areas discussed above increased by \$27,405 for 2016.

### FINANCIAL ANALYSIS OF THE COMMISSION'S FUNDS

Governmental funds – The focus of the Commission's funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the Commission's financing requirements. In particular, unrestricted fund balance may serve as a useful measure of the Commission's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Commission's governmental funds reported combined ending fund balances of \$369,226. Of this total, \$11,104 is restricted for liability insurance/employee benefit costs and \$358,122 is assigned to cover the estimated revenue deficit for the 2017 General Fund budgeted expenditures.

In the General Fund, the fund balance at June 30, 2016 decreased by \$468,318 compared to a \$1,011,680 decrease for the fiscal year ended June 30, 2015. The 2016 decrease can be attributed to a significant portion of the capital improvements for the construction and equipping the Valley Point Golf Course being incurred during 2015, along with improvements to the Sports Complex and soccer fields, which comprises \$672,935 of that decrease. Final completion of the Golf Course was accomplished during 2016 with the public opening being in July 2016. Golf course operating expenditures increased for 2016 over 2015 by \$166,516 as preparations were being made for the golf course opening. General Fund revenues increased by \$13,238 for 2016. Appropriations from the USD No. 262 increased by \$10,088, contributions and miscellaneous revenues increased by \$12,135, golf course revenues increased by \$7,047 and program revenues decreased by \$13,353. Swimming pool revenues decreased by \$2,144 and interest earnings decreased by \$535 for 2016.

The Liability Insurance/Employee Benefits Fund balance decreased by \$9,761 for 2016, or approximately 47%. Appropriations from property taxes decreased by \$33,771, which was anticipated in the preparation of the 2016 budget. Total benefit expenditures decreased by \$13,020. Health insurance costs decreased by \$7,354 and workers compensation insurance decreased by \$6,955 for 2016.

General Fund Budgetary Highlights – The General Fund total revenues were \$832 less than anticipated in the 2016 budget, or .1%. Actual budgetary expenditures totaled \$647,521, which represented 40% of the budgeted expenditures for 2016. The capital project expenditures comprised \$89,923 of the total actual expenditures for 2016 as the majority of the construction

costs related to the of the Valley Point Golf Course 9-hole golf course were encumbered at June 30, 2015. The budgetary basis fund balance for the General Fund increased during 2016 in the amount of \$198,806 primarily due to lower costs incurred for the capital improvement projects.

The Commission's budgeted carryover to 2016-2017 was estimated to be \$350,000 as compared to the actual carryover of \$358,122. Although additional expenditures for facility improvements will reduce future reserves, the anticipated assessed valuation growth should provide for continuity of operations and provide for Commission operating reserves at an adequate level.

### CAPITAL ASSETS

The Commission's investment in capital assets for its governmental activities as of June 30, 2016 amounts to \$2,573,872 (net of accumulated depreciation). The investment in capital assets includes land, buildings and improvements, and machinery and equipment. Current fiscal year capital asset additions totaled \$754,842. Major capital asset events during the current fiscal year included the following:

- Completed construction (including architecture costs) for the new Valley Point Golf Course including a new Clubhouse, pump house, irrigation installation, golf cart equipment, signage and mowing equipment totaling \$749,793.
- New spraying equipment at a cost of \$3,187.
- New signage at the Sports Complex at a cost of \$1,862.

### Capital Assets at Year-End Net of Accumulated Depreciation

	Governmental Activities 2016	Governmental Activities 2015	Change Increase/ (Decrease)		
Land Buildings and improvements Machinery and equipment Construction work in progress	\$ 107,004 2,289,671 177,197	\$ 107,004 880,627 65,135 901,588	\$ - 1,409,044 112,062 _(901,588)		
Total	\$ 2,573,872	\$1,954,354	\$ 619,518		

Additional information on the Commission's capital assets can be found in Note 3 on page 26 of this report.

### **DEBT ADMINISTRATION**

At the end of the current fiscal year, the Commission's long-term debt obligations for the vested portion of accrued compensated absences payable totaled \$1,685. During the current fiscal year accrued compensated absences increased by \$6,560 and \$4,875 was liquidated resulting in an ending liability balance of \$1,685.

Additional information on the Commission's long-term debt can be found in Note 4 on page 27 of this report.

### ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

In the 2016-2017 budget, General Fund revenues are budgeted to increase \$22,548 or about 3% from the 2015-2016 budget year with appropriations from the Valley Center Unified School District No. 262 representing about 65% of the General Fund budgeted revenues. The 2016-2017 budget anticipates Valley Point Golf Course fees and charges of \$738,375 with 2017 being the first full year of operations. Certified assessed valuations, on which the USD No. 262 appropriations are derived, increased approximately 2% over the preceding year to a total assessed valuation of \$124,640,203 for the 2016-2017 budget. Total General Fund budgeted expenditures for the 2016-2017 budget year are \$1,219,707, a decrease of \$292,419 from the 2015-2016 budget year with capital improvements reflecting a \$362,081 decrease in budgeted expenditures. The mill levy for the General Fund of the Commission was 4.000 mills for the 2016-2017 budget year, compared to 3.998 mills for the 2015-2016 budget year. The Liability Insurance/Employee Benefit Fund mill levy increased slightly by .275 mills from the 2015-2016 budget year to .0595 mills for the 2016-2017 budget year.

### REQUEST FOR INFORMATION

The financial report is designed to provide our citizens, customers, investors and creditors with a general overview of the Commission's finances. If you have questions about this report or need any additional information, contact the Valley Center Recreation Commission, Attention: Director of Recreation, at 117 North Park, P.O. Box 414, Valley Center, Kansas 67147, call (316) 755-7345, or e-mail at reccenter@vcrc.kscoxmail.com.

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BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

N.		

### STATEMENT OF NET POSITION

### June 30, 2016

	Governmental Activities							
ASSETS								
Cash and investments Capital assets: Land	\$ 376,205 107,004							
Buildings and improvements  Machinery and equipment  Accumulated depreciation	2,950,311 318,694 (802,137)							
Total assets	2,950,077							
LIABILITIES								
Accounts payable Accrued salaries and wages payable Payroll taxes payable Noncurrent liabilities: Due within one year Due in more than one year	6,382 597 1,685							
Total liabilities	8,664							
NET POSITION								
Investment in capital assets, net Restricted for liability insurance/employee benefits Unrestricted	2,573,872 11,104 356,437							
Total net position	\$ 2,941,413							

# STATEMENT OF ACTIVITIES

# For the Year Ended June 30, 2016

Net (Expense)	Revenue and Changes in	Net Position		\$ (213,355)	(108,783)	5,577	(94,488)	(52,870)	(463,919)				553,611	49,860	202	603,673	139,754	2,801,659	\$2,941,413
es	Capital Grants and	Contributions		l \$	18,000	1	800	1	\$ 18,800										
Program Revenues	Operating Grants and	Contributions		l <del>≶</del>	1	1	I	1											
P	Charges For	Services		\$ 3,528	1	67,633	7,047	53,572	\$ 131,780										
		Expenses		\$ 216,883	126,783	62,056	102,335	106,442	\$ 614,499										
		Functions/Programs	Governmental Activities:	General Operating	Maintenance	Swimming pool	Golf course	Programs	Total Governmental Activities	General Revenues:	Payments received from Valley Center USD	No. 262 for:	General operations	Liability insurance/employee benefits	Investment earnings	Total General Revenues	Increase in Net Position	Net Position, Beginning of Year	Net Position, End of Year

The accompanying notes are an integral part of the financial statements.

FUND FINANCIAL STATEMENTS

### **BALANCE SHEET**

### **GOVERNMENTAL FUNDS**

June 30, 2016

	<u>General</u>	Liability Insurance/ Employee Benefit	Total Governmental Funds
<u>ASSETS</u>			
Cash and investments	\$ 364,504	\$ 11,701	\$ 376,205
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable Accrued salaries and wages payable	\$ – 6,382	\$ -	\$ -
Payroll taxes payable		597	6,382 597
Total liabilities	6,382	597	6,979
Fund balances:			
Restricted for Liability Insurance/ Employee Benefits		11,104	11,104
Assigned for subsequent year's budget deficit	358,122	-	358,122
Unassigned			
Total fund balances	358,122	11,104	369,226
Total liabilities and fund balances	\$ 364,504	\$ 11,701	\$ 376,205

# RECONCILIATON OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES

June 30, 2016

Total Governmental Fund Balances

\$ 369,226

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds:

Cost Accumulated depreciation

\$ 3,376,009 (802,137)

2,573,872

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds:

Compensated absences payable

Compensated absences payable

(1,685)

Net Position of Governmental Activities

\$ 2,941,413

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – ALL GOVERNMENTAL FUNDS

### Year ended June 30, 2016

		<u>General</u>	In E	Liability asurance/mployee Benefits	Go	Total overnmental Funds
Revenues:						
Appropriation from USD No. 262	\$	553,611	\$	49,860	\$	603,471
Programs		53,572		_		53,572
Swimming pool		67,633		_		67,633
Interest		202		_		202
Golf course		7,047		-		7,047
Miscellaneous		22,328		_		22,328
Total revenues		704,393		49,860		754,253
Expenditures:						
Current:						
General operating		176,145		28,963		205,108
Maintenance		93,465		13,509		106,974
Programs		63,533		10,612		74,145
Golf course		166,516		2,419		168,935
Swimming pool		57,938		4,118		62,056
Capital outlays		615,114				615,114
Total expenditures	_1	,172,711		59,621	1	,232,332
Revenues over (under) expenditures		(468,318)		(9,761)		(478,079)
Fund balances, beginning of year	-	826,440		20,865		847,305
Fund balances, end of year	\$	358,122	\$	11,104	\$	369,226

### RECONCILIATON OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

### For the Year Ended June 30, 2016

Net Change in Fund Balances – Total Governmental Funds	\$	(478,079)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures.  However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are:		
Capital outlay \$ 7	754,842	
	(35,324)	
Capital outlays over depreciation		619,518
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds:		
Compensated absences payable		(1,685)

The accompanying notes are an integral part of the financial statements.

\$ 139,754

Change in Net Position of Governmental Activities

### **GENERAL FUND**

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL – BUDGET BASIS

### Year Ended June 30, 2016

	Budget	ed Amounts	Actual	Variance With Final Budget - Positive
	Original	Final	Amounts	(Negative)
			11110 01110	(110gative)
Revenues:				
Appropriation from USD No. 262	\$ 553,611	\$ 553,611	\$ 553,611	\$ -
Program fees	129,742	129,742	121,206	(8,536)
Golf course revenue	159,556	159,556	7,047	(152,509)
Interest	750	750	202	(548)
Other	3,500	3,500	164,261	160,761
Total revenues	847,159	847,159	846,327	(832)
				/
Expenditures:				
General administrative	215,872	215,872	162,083	53,789
Utilities	20,980	20,980	18,493	2,487
Rental	5,350	5,350	2,466	2,884
Janitorial	4,275	4,275	4,321	(46)
Maintenance	81,625	81,625	82,248	(623)
Programs	129,690	129,690	121,471	8,219
Golf course	159,556	159,556	166,516	(6,960)
Projects	994,778	994,778	89,923	904,855
Total expenditures	1,612,126	1,612,126	647,521	964,605
Revenues over (under)				
expenditures	(764,967)	(764,967)	198,806	963,773
Fund balance, beginning of year	764,967	764,967	159,316	(605,651)
_			<del></del>	
Fund balance, end of year	\$	<u>\$</u>	\$ 358,122	\$ 358,122

### LIABILITY INSURANCE/EMPLOYEE BENEFITS FUND

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL – BUDGET BASIS

### Year Ended June 30, 2016

	Budgeted	A mounts	Actual	Variance With Final Budget - Positive
	Original	Final	Amounts	(Negative)
Revenues:				
Appropriation from USD No. 262	\$ 51,087	\$ 51,087	\$ 49,860	\$ (1,227)
Expenditures:				
FICA and Medicare taxes	18,782	18,782	18,800	(18)
Workmen's compensation				
Insurance	4,232	4,232	1,279	2,953
Public officials liability insurance	1,775	1,775	1,775	-
Vehicle liability insurance	3,257	3,257	3,878	(621)
Unemployment insurance	532	532	388	144
Health and dental insurance	35,742	35,742	29,077	6,665
Retirement benefits	3,475	3,475	2,573	902
Liability insurance	9,223	9,223	1,851	7,372
Total expenditures	77,018	77,018	59,621	17,397
Revenues over (under) expenditures	(25,931)	(25,931)	(9,761)	16,170
Fund balance, beginning of year	25,931	25,931	20,865	(5,066)
Fund balance, end of year	\$	<u>\$</u>	\$ 11,104	<u>\$ 11,104</u>

NOTES TO THE FINANCIAL STATEMENTS

### NOTES TO FINANCIAL STATEMENTS

June 30, 2016

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Reporting entity

The Valley Center Recreation Commission (Commission) was formed pursuant to K.S.A. 12-1901 to establish, operate and maintain a recreational system in Valley Center, Kansas. The Commission is comprised of five board members, two appointed by the Board Members of Unified School District (USD) No. 262, Valley Center, Kansas, two appointed by the City Council of the City of Valley Center, Kansas, and one is appointed by those four appointed Commission members. The Commission must certify its annual budget to USD No. 262 for levying of property taxes. The Commission may not acquire real property or issue debt without the approval of USD No. 262. Any lease entered into by the Commission may be subject to approval of USD No. 262. The USD No. 262 is financially accountable for the Commission and, accordingly, the Commission is a component unit of that entity.

### **Basis of presentation**

The financial statements of the Commission have been prepared in conformity with generally accepted accounting principles as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial principles.

The Commission's basic financial statements include both government-wide, including a statement of net position and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

### **Government-wide financial statements**

The statement of net position and the statement of activities display information about the Commission as a whole. The statement of net position presents the financial condition of the governmental activities of the Commission at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Commission's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and therefore are clearly identifiable to a particular function. Program revenues include (1) charges paid by the recipient for goods or services or privileges provided by a given function or activity and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program.

Taxes and other items not properly included among program revenues are reported instead as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Commission.

### **Fund financial statements**

During the year, the Commission segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Commission at a more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is reported in a separate column.

### Measurement focus and basis of accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Commission considers property tax revenues to be available in the period for which levied and other revenues if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Interest and charges for services associated with the current fiscal period are considered susceptible to accrual and so have been recognized as revenues of the current period.

The Commission reports the following major governmental funds:

General Fund – to account for all unrestricted resources except those required to be accounted for in another fund. All resources of the Commission are accounted for in the General Fund, exclusive of liability insurance and employee benefits.

Liability Insurance/Employee Benefit Fund – established pursuant to Kansas law to account for taxies levied and expenditures for the employer's portion of FICA and Medicare taxes, workmen's compensation insurance, unemployment taxes, health insurance, retirement benefits and liability insurance premiums.

### **Deposits and investments**

The Commission pools all funds for the purpose of increasing income through investment activities. Cash deposits are recorded at cost, which approximates fair value. Interest earnings on investments and deposits are credited to the General Fund. Additional deposit and investment disclosures are presented at Note 2.

### **Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in the government-wide financial statements. There were no significant prepaid items at June 30, 2016.

### **Inventories**

Inventories are considered to be immaterial and are not recorded.

### Capital assets

Capital assets, which includes property and facilities under capital lease obligations, and equipment are capitalized at total acquisition cost, provided such amounts exceed \$500 and have a useful life of more than one year. Such assets are reported at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are reported at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Depreciation is recorded on all depreciable capital assets on a straight-line basis over the following estimated useful lives:

Asset	Years
Buildings and improvements  Machinery and equipment	10-50 3-10

### **Compensated absences**

The Commission's policies regarding vacation permits the Director of Recreation to earn 11.33 hours vacation pay for each month of service and the Director of Maintenance to earn 6.67 hours vacation pay for each month of service. Part-time employees earn vacation at a prorata rate of a full-time status employee. Seasonal and temporary employees do not earn vacation leave pay. At the end of each fiscal year, any unused vacation pay may be taken as additional compensation at one-half of the employees' hourly rate. One-half of vacation pay earned can be carried over from one fiscal year to the next. Upon termination of employment

an employee shall be compensated for all earned but unused vacation leave at their final rate of pay.

Sick leave is allowed to accumulate at the rate of 7 to 11 hours for each month of service, depending on length of service by the employee. Part-time employees earn vacation at a prorata rate of a full-time status employee. Seasonal and temporary employees do not earn sick leave pay. Any unused sick pay hours may be carried over to the next fiscal year with a maximum accumulation of 120 days. Upon termination of employment all unused sick leave is forfeited.

The Commission's compensated absences liability is reported on the government-wide financial statements. The liability is based on current salary costs and the vested portion of accumulated benefits.

On the governmental fund financial statements, compensated absences are recognized as a liability and expenditure to the extent that they are due for payment during the current year.

### Accrued liabilities and long-term obligations

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, claims and judgments, compensated absences and capital lease obligations that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year.

### Risk management

The Commission is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Commission carries commercial insurance for all risks of loss. There were no significant reductions in coverage from prior years and claims resulting from these risks have not exceeded commercial coverage in any of the past three years.

### **Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

### Deferred outflows/deferred inflows of resources

A deferred outflow of resources is the consumption of net position that is applicable to a future reporting period. A deferred inflow of resources is defined as an acquisition of net position applicable to a future reporting period. The Commission did not identify any financial statement balances that met the definition of a deferred outflow of resources or a deferred inflow of resources.

### Net position flow assumption

The government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Commission's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

In the government-wide financial statements, equity is reflected as net position and classified into three components:

- Investment in capital assets, net consisting of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, leases, or other borrowings that are attributable to the acquisitions, construction or improvements of those assets.
- Restricted consisting of net position items with constraints place on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net position all other net position items that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

### Fund balance policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The Recreation Commission Board Members is the highest level of decision-making authority for the Commission that can, by adoption of a resolution prior

to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

In the governmental funds financial statements, equity is classified into potentially five components:

- Nonspendable the nonspendable fund balance classification includes amounts that cannot be spent because they are either (1) not in spendable form; or (2) legally or contractually required to be maintained in tact.
- Restricted that portion of fund balance that has constraints that are (1) external imposed by creditors (such as through debt covenants), grantors, contributors, or laws and regulations of other governments, or (2) imposed by law through constitutional provisions or enabling legislation.
- Committed that portion of fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
- Assigned fund balance that is constrained by the government's intent to be used for specified purposes, but are neither restricted or committed.
- Unassigned this represents the residual classification for the General Fund.

When expenditures are incurred for purposes that include committed, assigned and unassigned amounts, the committed amounts are reduced first, followed by assigned amounts and then unassigned amounts.

Details of fund balance amounts are displayed on the governmental fund balance sheet.

### **Budgetary principles**

The Commission is required by state statute to adopt annual budgets for the General and Liability Insurance/Employee Benefit funds on or before August 1 for the ensuing year. The Commission is required to certify its adopted budget to Unified School District No. 262 which shall levy a tax sufficient to raise the amount required by such budget on all the taxable tangible property within the taxing district. The Commission may amend the budget by transferring budgeted amounts from one object or purpose to another. Expenditures may not legally exceed the total amount of adopted budget of individual funds. Budgeted revenue and expenditure amounts represent the original adopted budget for such amounts.

The statutes provide for the following timetable in the adoption of the legal annual operating budget:

1. Preparation of the budget for the succeeding calendar year on or before July 1st.

- 2. Publication in the local newspaper of the proposed budget and notice of public hearing on the budget on or before July 10th.
- 3. Public hearing on or before July 20th, but at least ten days after publication of notice of hearing.
- 4. Adoption of the final budget on or before August 1st and certification of the adopted budget to USD No. 262.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. This process requires a notice of public hearing to amend the budget to be published in the local newspaper. At least ten days after publication the hearing may be held and the governing body may amend the budget at that time. There were no budget amendments for the year ended June 30, 2016.

All legal annual operating budgets are prepared using the modified accrual basis of accounting, modified further by the encumbrance method of accounting. Revenues are generally recognized when cash is received or are considered susceptible to accrual. For budgetary purposes, encumbrances, representing purchase orders, contracts and other commitments, are reported as expenditures in the current year budget. All unencumbered appropriations lapse at year-end.

The following reconciliation is presented to provide a correlation between reporting in conformity with generally accepted accounting principles (GAAP) and the budgetary basis of reporting:

	Major Governmental Funds		
		Employee	
	General	Benefit	
	Fund	Fund	
GAAP Fund Balance at June 30, 2016 Adjustments – reserve for encumbrances	\$ 358,122	\$ 11,104	
Budgetary Basis Fund Balance at June 30, 2016	\$ 358,122	\$ 11,104	

### 2. DEPOSITS AND INVESTMENTS

### **Deposits and investments**

At June 30, 2016 the Commission had the following investments:

### 2. DEPOSITS AND INVESTMENTS (continued)

Investment Type	Cost/ Carrying Amount	Fair <u>Value</u>	Weighted Average Months to Maturity	S&P Rating
Overnight repurchase agreement investments collateralized by: Federal Home Loan Mortgage Corporation Pool #4493 PA	\$ 355,000	\$ 355,000	869	AA+

K.S.A. 9-1401 establishes the depositories that may be used by the Commission. The statute requires banks eligible to hold the Commission's funds have a main or branch bank in the county in which the Commission is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of Federal Depository Insurance Corporation (FDIC) coverage. The Commission has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the Commission's investment of idle funds to time deposits, open accounts and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The Commission has no investment policy that would further limit its investment choices.

### **Concentration of credit risk**

State statutes place no limit on the amount the Commission may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. The Commission's allocation of investments as of June 30, 2016, is as follows:

Investment	Percentage of <u>Investments</u>
Federal Home Loan Mortgage Corporation	100%

### <u>Custodial credit risk – deposits</u>

Custodial credit risk is the risk that in the event of bank failure, the Commission's deposits may not be returned to it. State statutes require the Commission's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka.

At year-end the carrying amount of the Commission's cash and deposits were \$21,205 and the bank balances were \$80,373. At June 30, 2016, 100% the bank balances were covered by federal depository insurance.

## 3. CHANGES IN CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2016 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:  Capital assets not being depreciated – land				
Land	\$ 107,004	\$ -	\$ -	\$ 107,004
Construction work in progress	901,588		901,588	
Total assets not being depreciated	1,008,592		901,588	107,004
Capital assets being depreciated Buildings and improvements Machinery and equipment	: 1,433,196 179,379	1,517,115 139,315		2,950,311 318,694
Total assets being depreciated	_1,612,575	_1,656,430		3,269,005
Less accumulated depreciation for: Buildings and				
improvements	552,569	108,071	_	660,640
Machinery and equipment	114,244	27,253		141,497
Total accumulated depreciation	666,813	135,324		802,137
Total capital assets being depreciated, net	945,762	1,521,106		2,466,868
Total capital assets, net	<u>\$ 1,954,354</u>	\$ 1,521,106	\$901,588	\$ 2,573,872

Depreciation expense was charged to functions/programs as follows:

Governmental Activities:		
General Operations	\$	10,650
Maintenance		34,800
Programs		32,297
Golf course	-	57,577
Total depreciation expense –		
Governmental Activities	\$	135,324

### 4. LONG-TERM DEBT

During the fiscal year ended June 30, 2016, the Commission's long-term debt changed as follows:

	Compensated Absences	Total Long-Term <u>Debt</u>	
Beginning of year Additions Deletions	\$ – 6,560 (4,875)	\$ – 6,560 (4,875)	
End of year	<u>\$ 1,685</u>	\$ 1,685	
Amount due within one year	\$ 1,685	<u>\$ 1,685</u>	

### 5. RELATED PARTY TRANSACTIONS

The Commission has entered into an agreement with the Valley Center Unified School District No. 262 for the use of certain baseball, softball and soccer fields of the District's Sports Complex. The agreement provides that the Commission shall maintain certain designated fields including mowing, watering, trimming, fertilization and the maintenance and replacement of lighting fixtures. In addition, the Commission is responsible for utilities at the designated facilities and must keep in force comprehensive liability insurance coverage with the District named as an additional insured in an amount of not less than \$500,000.

### 6. RETIREMENT PLAN

All full-time employees are eligible to participate in the Commission's Savings Incentive Match Plan for Employees (SIMPLE) Individual Retirement Trust Plan established in May 1998. The payroll for employees covered by the Plan was \$85,780 and the Commission's total payroll was \$243,086 for the year ended June 30, 2016.

All full-time employees are eligible to participate in the Plan if they receive at least \$5,000 in compensation for the calendar year and \$5,000 in each of the two previous calendar years. Benefits are fully vested upon eligibility to participate in the Plan. The employer may make matching contributions to the SIMPLE IRA of each eligible employee in an amount equal to the employee's salary reduction contributions up to a maximum of 3% of the employee's compensation. If the employer chooses to make non-elective contributions instead of matching contributions to each eligible employee's SIMPLE IRA, such contributions must be 2% of the employee's compensation for the year. Employees are not required to make contributions to the Plan but are allowed to make elective salary reduction contributions limited to a maximum of \$12,500 per calendar year. During the fiscal year ended June 30, 2016, employees' elective contributions made through payroll deductions were \$1,550 and the employer made matching elective contributions of \$2,573. All contributions are paid

### 6. RETIREMENT PLAN (continued)

directly to the Commission's designated agent in the name of the individual employees and the accounts are 100% vested at the time of contribution. The Commission retains no ownership rights to the accounts and, accordingly, the account balances are not included within the financial statements of the Commission. The Commission holds no investments of the Plan or any of the Plan's related parties.

### 7. OTHER POSTEMPLOYMENT BENEFITS

As provided by K.S.A. 12-5040, the Commission allows retirees to participate in its group health insurance plan. While each retiree is required to pay the full amount of the applicable premium, conceptually, the local government is subsidizing the retirees because each participant is charged a level premium regardless of age. Further, under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the Commission makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured and there is no cost to the Commission under this program. Currently, there are no former employees or retirees receiving health care benefits under the Commission's group health insurance plan. Management believes the financial impact of this potential liability is not material and any such liability has not been quantified in the financial statements of the Commission.

### 8. COMMITMENTS AND CONTINGENCIES

### **Swimming Pool Management**

The Commission entered into an agreement with the City of Valley Center, Kansas to operate the City's municipal swimming pool. Under the terms of the agreement, the City is responsible for all facility operation and maintenance costs except for salaries for management and staff personnel. The Commission provides for the day-to-day operation of the swimming pool including any special activities and collects all admission and rental fees. The agreement provides that at the end of the operating season the City is to reimburse the Commission if any deficit from operations is incurred and should the facility generate excess operating revenues such amount shall be paid to the City. During the 2015 operating season the Commission incurred a deficit of \$6,488. The City of Valley Center reimbursed the Commission for this operating deficit during the year ended June 30, 2016. The estimated amount due from the City of Valley Center related to the 2016 operating season (May through September 2016) is \$9,591.

### Golf Course Project Development

During the fiscal year ended June 30, 2016, the Commission completed the construction of the Valley Point Golf Course, a 9-hole golf course adjacent to the current Sports Complex.

### 8. COMMITMENTS AND CONTINGENCIES (continued)

The total costs to construct the golf course, clubhouse, water well pump house, irrigation systems and acquire maintenance equipment was approximately \$1,651,381 at June 30, 2016. The golf course was opened for public use during July 2016.

### 9. SUBSEQUENT EVENTS

Subsequent events have been evaluated by management through November 28, 2016, which is the date the financial statements were available to be issued.